



Brasenose
College
UNIVERSITY of OXFORD

— 2020 —
HCR
FRESHER'S
GUIDE

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Brasenose College
University of Oxford
Radcliffe Square
OX1 4AJ

Website: www.bnc.ox.ac.uk

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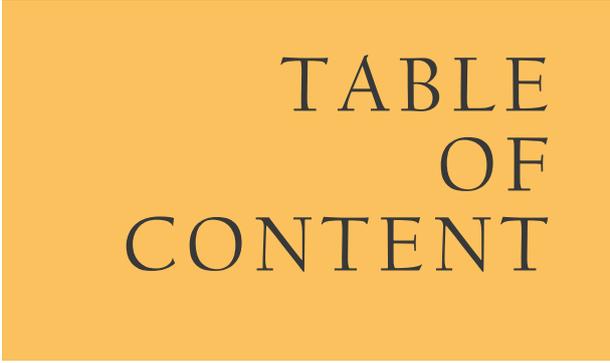


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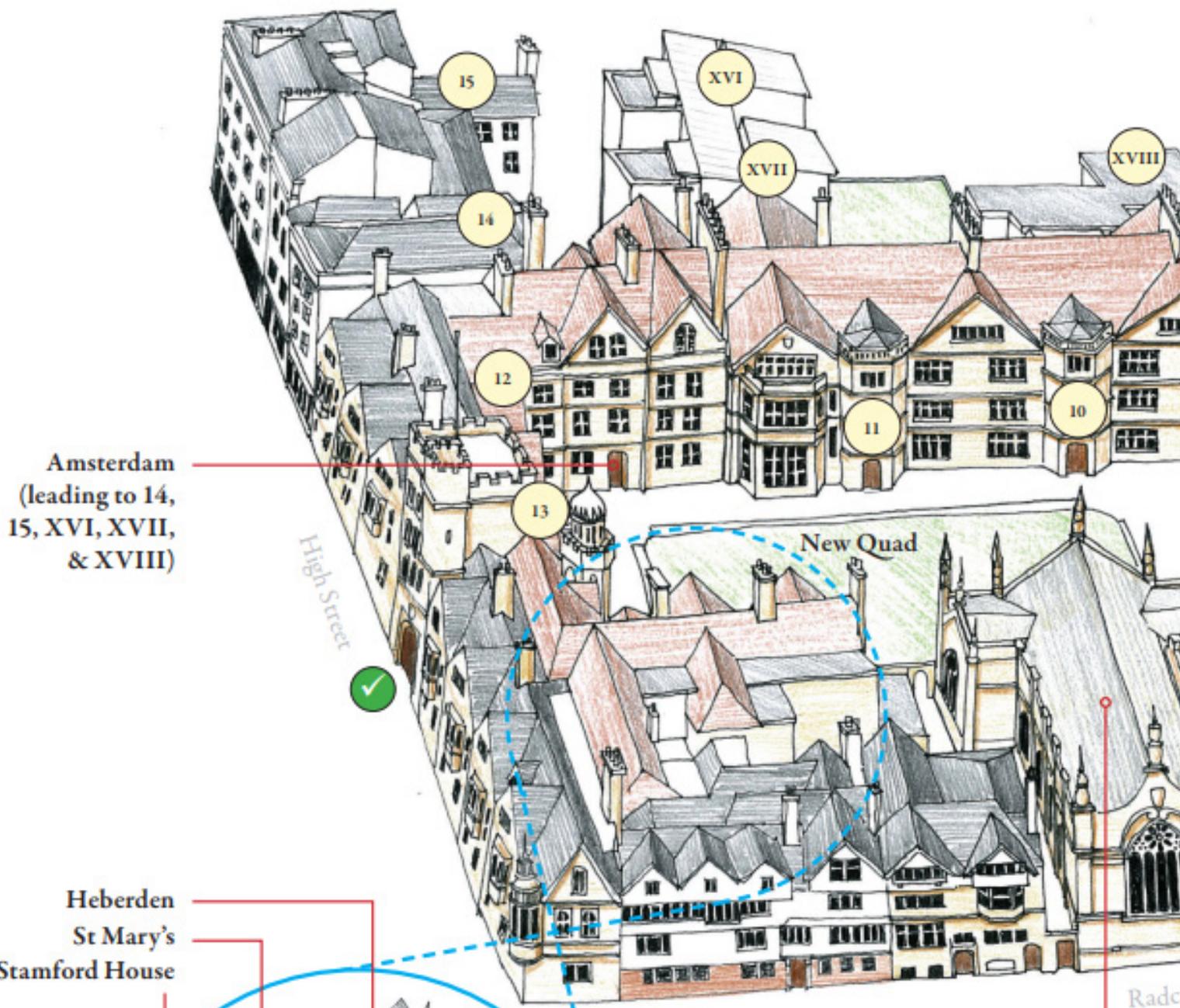
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15, XVI, XVII,
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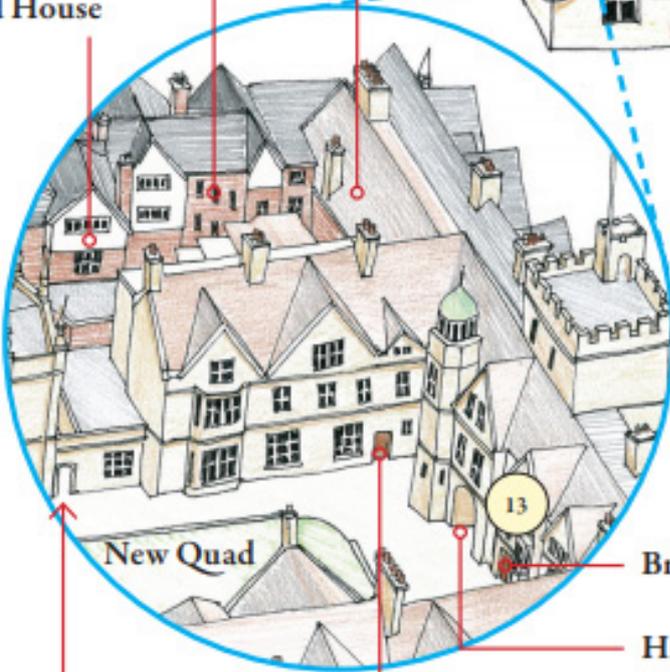
High Street

New Quad

Chapel

Rade

Heberden
St Mary's
Stamford House



New Quad

Broadgates

High Street Gate

New Stairs (WC)
(leading to Heberden
& St Mary's)

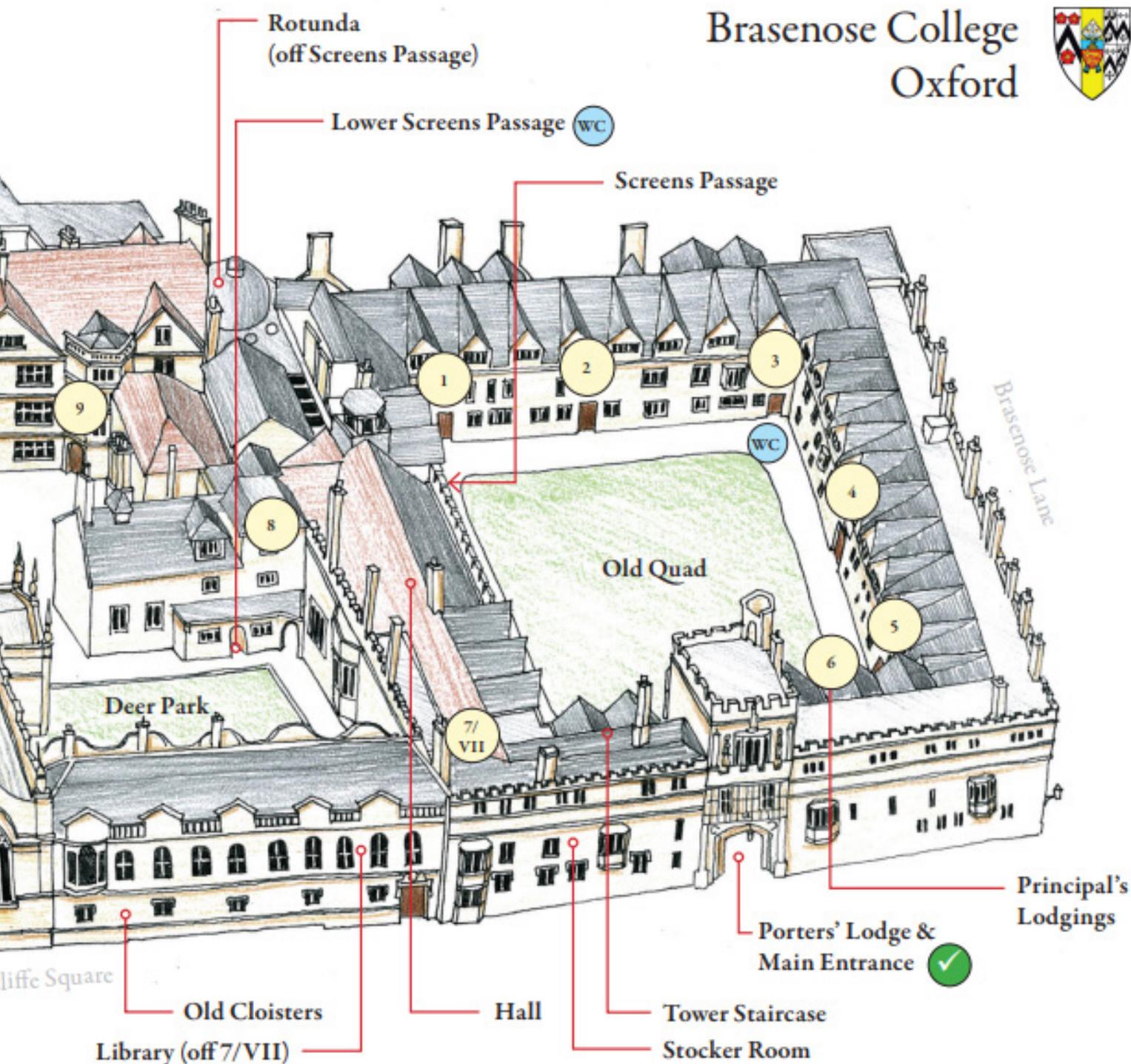
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Hulme Co

Junior Co



Accommodation Office	<i>St Mary's</i>	Lecture Room XI	11
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(Gold, Green, & Blue)	<i>from the Rotunda</i>	Servery	<i>Lower Screens Passage</i>
Fire Muster Points	✓	Shackleton Room	<i>Rotunda or 9</i>
Gerties	11 (<i>Basement</i>)	Staircases	○
Common Room (HCR)	4	Stallybrass Law Library	<i>New Stairs</i>
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Introduction

Welcome to Brasenose College, affectionately known as BNC, and the friendliest college in Oxford! We hope that you are as excited about joining our community as we are to have you. We understand that everyone has some worries about arriving at a new university, especially now given COVID-19, but always remember that there are many people in the same boat. We want to reassure you that College and the University are taking every precaution to ensure that student life continues under the safest conditions possible including respecting social distancing measures, the installation of hand-sanitizing stations and screens, the transition of large in-person events to online/virtual formats, and testing sites. Precautions being taken at Brasenose and general COVID-19 FAQ can be found here and will be updated regularly: <https://www.bnc.ox.ac.uk/covid-19>. A specific email has been set up for you to share any queries related to COVID-19 so that College is aware of common student concerns and can handle any issues systematically: covid@bnc.ox.ac.uk. Also, be sure to visit the University's official webpages on COVID-19 outlining [arrangements for the academic year 2020/21](#).

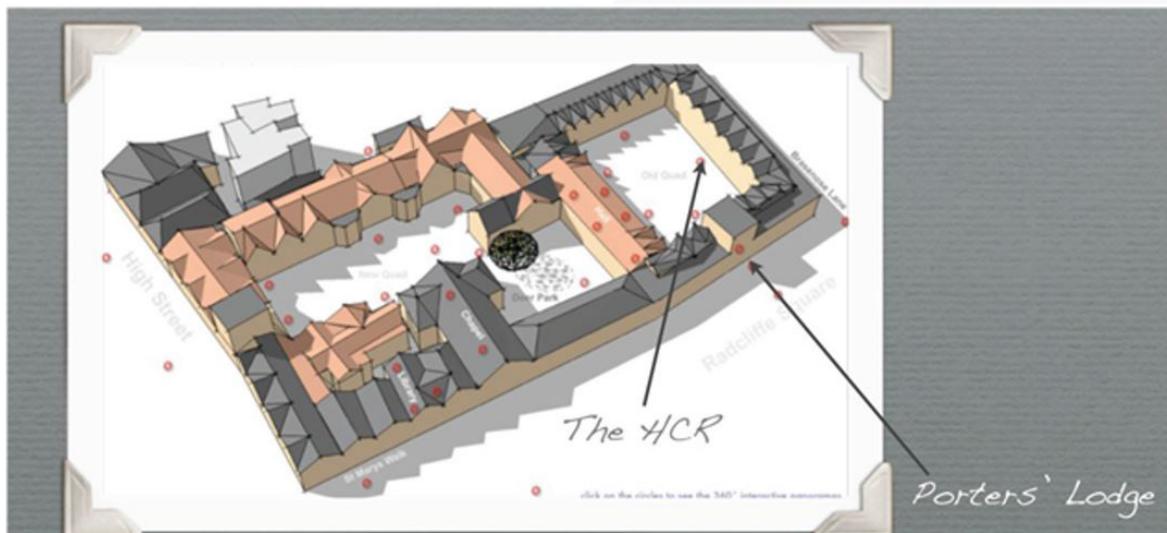


We all know what it is like to be a graduate fresher, and we as the HCR Committee intend to make your integration into life at BNC as hassle-free as possible. You will also meet a large number of established students who will be only too happy to help or offer advice. We have arranged a series of events before term starts to help 'break the ice' and kick off the new academic year. This guide has been written mainly as a reference manual. As the majority of you will initially be unfamiliar with Oxford life, this booklet should help you to familiarise yourself with the new college and university environments. If you have queries before coming up which this guide does not answer, then please do not hesitate to contact Jenni, the HCR President, or any other members of the committee. Our e-mail addresses can be found in this guide, and more information is on the [HCR website](#). There is also the [College-run website dedicated to all Freshers](#) (undergraduate and post-graduate).

The 'Blue Book' (College Information and Regulations) is a student handbook [available on the BNC website](#) comprising all policies one must adhere to as a member of Brasenose College as well as general information. Any information in the 'Blue Book' overrules any information in this guide and as such, it is a good idea to have browsed through it before you arrive. This guide is designed to provide graduate-specific information for student life and at various points we have summarized the more important regulations listed in the 'Blue Book.'

THE HULME COMMON ROOM (HCR)

This is the place where graduate students gather and also the phrase commonly used in reference to the BNC graduate student body. The definition of “graduate” is fairly vague though. If you are studying for a higher degree, a second B.A., are a mature student, a “Junior year abroad” programme student from an American university, or an exchange student from an E.U. country, you will be a member of the HCR. The HCR has its own committee which represents graduate interests within the college and university, and acts as a point of contact for general welfare issues and organises various social events.



The HCR space itself (located inside Brasenose College on Old Quad) includes common room areas and a kitchen, and is a place where normally you could come to relax, make tea/coffee, or catch up with friends. It is also where we host most of our events. Use of the space will be different this year given COVID-19 social distancing protocols, but it will still be accessible including the kitchen. We will inform you of protocols for accessing the HCR once they are finalized, but at minimum they will include respecting policies applicable to entering all College spaces (e.g., wearing face coverings/masks, respecting maximum capacity of indoor spaces, using hand-sanitizer).

SECTION ONE

GRADUATE ACCOMMODATION



ST. CROSS ANNEXE



Most first-year graduates who are offered College accommodation, and a few returning graduates, live in a purpose-built accommodation annexe at No 10, St. Cross Rd. This is located a few blocks north-east of College in a picturesque and secluded residential area, within easy walking distance of most of the main libraries and laboratories.

The accommodation is laid out in clusters of four or five bedrooms, sharing between them two shower rooms and a kitchen. The complex is a joint project between Brasenose and St. Cross College (they provided the land, BNC the capital), and there are two separate buildings, one for each college.

HOLLYBUSH ROW



College opened a new block of graduate housing in Michaelmas '08 at the Hollybush Row site, conveniently located near the Said Business School and the train station. This is a new purpose-built accommodation, and has the distinction of “green” construction. The environmentally friendly building features solar and thermal energy heating.

Hollybush rooms come in standard or superior sizes. Superior rooms are considerably larger, and pay more rent. The rooms at Hollybush Row are organised with ten to a floor, and two kitchens per floor, except for the top floor, which has fewer rooms, and one kitchen. Hollybush Row also has two flats intended for couples. A mixture of new and returning graduates will be accommodated at Hollybush Row.

A word of warning: NEVER give St. Cross or Hollybush Row as your mailing address.

The correct address is: (Your name), Brasenose College, Radcliffe Square, Oxford, OX1 4AJ (UK).

For your information, and for navigational and takeaway delivery purposes ONLY, the respective halls addresses are:

St. Cross Annexe, St. Cross Road, Oxford, OX1 3TU

Hollybush Row, Oxford, OX1 1JR (next-door to the Jam Factory)

ROOMS

New graduates, especially those from overseas, are given priority for College housing in their first year. Returning graduates generally rent private accommodation in Oxford, although a few returning graduates can usually be accommodated in College housing. It is extremely likely that visiting students will need to find outside accommodation for their year in Oxford, as they do not receive priority for rooms.

There is usually a good chance that the first few places on the waiting list for college-provided accommodation will be given a room; however, you will probably not be notified until the last minute. In the past, students on the waiting list have been told that a room has become available on the first moving-in date (in mid-September).

St. Cross rooms are about 150 square feet on average (12' x 12'). As mentioned above, each flat has four or five rooms, which share two shower rooms and one kitchen between them. Each room is also provided with a wash-basin and mirror inside the room.



Hollybush Row rooms are smaller than those at St. Cross (approximately 10' by 10'), but every room includes an en-suite bathroom and a built-in closet. The showers at Hollybush Row are particularly compact. If you are assigned to a room in Hollybush Row, and you anticipate that this will be a problem for you, please consult with the Domestic Bursary (domestic.bursar@bnc.ox.ac.uk) for exact measurements and let College know ASAP.

Each room at both sites is provided with the essentials: bed, desk, lamp, pillow, and mattress cover (no blankets, comforters, sheets, or pillow cases), pin board, reading chair, wardrobe and shelving for books. The rooms are also equipped with a British Telecom telephone point, an ethernet connection point, and a television jack. Televisions and landlines are optional and these licenses are paid for by the occupant (international students take note below). Great care has been taken over security,

fire safety and sound insulation.

It is not a good idea to bring up your own furniture because you will not really need it and may not have room. You might, however, find the following suggestions useful:

You must bring your own blankets, sheets and pillow cases (essential requirements) and a duvet plus covers, if you want one.

You will need mugs, crockery, cutlery, tea towels, etc. (kettles, toasters, and microwaves are provided in the kitchens). International students may want to purchase these upon arrival in Oxford. Look out for good student deals offered by department stores such as Boswell's (on Cornmarket Street).

Posters: you cannot use blue-tack/white-tack/drawing pins/tape, so use the hangers and picture hooks on the railings provided.



TVs are available for hire from local electrical shops, but one must also purchase a TV license in order to operate it legally and there are substantial fines if you are caught without one. As

of last year this has been extended to BBC online streaming services. A colour TV license costs £157.50 per annum, although you may be able to recover some of that cost if you only remain in residence for 9 months. For more information, see <http://www.tvlicensing.co.uk/check-if-you-need-one/for-your-home/students-audi>

All the rooms are let for a minimum of 44 or 50 weeks, depending on the length of your course. Rent fees will vary between site and type of room, ranging from £6,976.97 - £7,569.67 per annum at St. Cross, and £7,951.03 - £13,905.30 at Hollybush. Rent details should have been sent to you. To have a guest stay with you in your own room, you will need to notify the Porter's lodge for fire safety and security reasons. Air beds are available from the HCR, but must be reserved prior to your guest's arrival by contacting our HCR Domestic Officer (hcr-domestic@bnc.ox.ac.uk).

Please note that policies regarding having guests may be subject to change given UK government and College regulations in light of COVID-19, namely to respect households and may differ based on whether your guest is a University student from another Oxford College or not. In all instances, you must confirm and respect policies for overnight guests before they enter College accommodation and you will be responsible for your guests' conduct.

SECTION TWO

DOMESTIC FACILITIES



LAUNDRY

St. Cross: Coin-operated washers and dryers are available in an adjacent out-building, and are shared between the two colleges. Each wash costs £2.00 and each dry 20p per 10 minutes, and the machine only takes £1, 50p and 20p coins. Generally, there is a mad rush for them on Sunday afternoons. Please be there when the load ends, as people waiting may remove your clothes and this is how things get lost. Ironing facilities are also available on the landings in St. Cross. There are laundry facilities in the main college near the High Street entrance for students who live out of college and need a place to do their laundry.

Hollybush Row: Coin-operated washers and dryers are available on the top floor for the same prices.

*Coin-operated laundry appliances may switch to a cashless system soon; College will update you accordingly.

KITCHENS



Kitchens at both sites are modern and well-equipped. Amenities include a four-element cooker and oven, a refrigerator (and in a few

kitchens, a freezer), a microwave, and cupboards assigned to individual rooms and equipped with locks. Please be mindful these are a shared living spaces: clean up after yourselves and do not use or take items that do not belong to you.

TELEPHONES

As noted, each room is equipped with a phone socket, although installation fees are expensive. A pay phone is located on both sites. There is also a phone in the College lodge which accepts incoming calls (01865 277830). If you want to receive a call in the lodge, ask the porters if they do not mind before you get someone to ring you back. The call will come into the porter's phone; the porter will then transfer it to the nearby phone. Note that none of these phone locations are particularly private! In addition, the porters can take messages from incoming callers, which will be placed in your pigeon-hole.

Of course, mobile phones are the preferred and most private method of communication for nearly all Oxford students. There are plenty of phone stores on Cornmarket Street. You will need a bank statement as proof of your UK address and a government-issued photo ID to get a contract plan. The UK also has pay-as-you-go mobiles, which can be purchased without the above paperwork, but do charge higher per-minute fees.

Signal coverage is reasonably good across Oxford, though there are some dark patches where

one may struggle to find reception. Given the density of university buildings in the city centre, when mobile data fails, connecting to edu-roam WiFi often prevails.

PRINTERS

The HCR currently has three printers: one at St. Cross, one at Hollybush, and one in the HCR. On our website and on the pin boards next to the printers you will find instructions to printing wirelessly and also within the common room itself.

Here is a step-by-step process for printing:

1. Go to print.bnc.ox.ac.uk
2. Log in with HCR network credentials (your SSO)
3. Select the relevant printer.
4. Upload document(s) to be printed.
5. Go collect the print out.

Obviously not everyone will have access to every printer. The college IT officers will ensure only HCR students get access to the HCR printers. As of Michaelmas 2020, use of any college printer will incur a standard charge (4p Black, 8p Colour) added to your batels for payment at the end of term. More information can be found on the [Brasenose College IT website](#).

BICYCLES

These are very useful in Oxford, especially for anyone with 9 o'clock commitments! That said, Brasenose is very central, so most places are accessible by foot. There are bike racks at the St.



Cross and Hollybush Row Annexes and around the college. Since Oxford is a bike thief's dream, good locks are essential and you should always lock your bike to something solid, especially in town. The general rule is "cheap bike... expensive lock!" Lights are required by law after dusk and helmets are highly recommended. Sadly, a number of accidents do occur each year, often not the fault of the cyclist, and it is therefore essential to be prepared. Often University services will do deals on good locks and lights, especially during Fresher's Week, so make sure to keep informed on those.

Students from the UK might like to buy a bike before they get here since Oxford prices are quite high, especially for new and good-condition second-hand bikes. Brasenose members must register their bike with the Domestic Bursar if they want to leave it in College over

the summer; otherwise it might disappear and be sold at the next auction!

SCOUTS

These are the College staff who clean your room and empty your bin once a week. If you do not want to be disturbed in the morning, leave your bin outside your door. However, scouts should be given access to clean your room weekly. Leaving your bin outside your door on the scheduled day is a sign to the scout that you do not want your room cleaned. Scouts are mines of useful information so it is worth getting to know them!

BLUE BOOK RULES FOR LIVING IN

Rooms are allocated on the condition that rent is paid each term. Beware: Batels are sent out at the beginning of each term and have to be paid promptly. Should you have any issue or concern regarding payment, please contact the Finance Bursary to discuss possible arrangements: bursary@bnc.ox.ac.uk; you may also contact the Finance Assistant Alice Watson-Thorne directly for any queries on charges or batels (alice.watson-thorne@bnc.ox.ac.uk).

Remember to lock your room every time you leave it.

The College gate will be locked at 9.00 pm (term time). If you are going out, **do not forget your fob** - there is no other way to get into or out of College.

Typically, any gathering of more than 10 people in a College room requires permission from

the Dean, Prof. Mark Wilson (dean@bnc.ox.ac.uk). In light of COVID-19, this policy is likely to change and College will provide updates on this accordingly. There are green permission forms available [online](#), from the Domestic Bursary's Secretary, the Lodge or the HCR kitchen. Failure to obtain this can result in substantial fines.

Excessive noise constitutes a disciplinary offence - consult the Blue Book for allowable "music hours".

Take care of your room and allow scouts access to clean it. Blue-tack/white-tack/drawing pins/tape as well as unauthorized electrical appliances (e.g., plug-in fairy lights, heaters) will be removed and you will be fined, so do not use them! Information as to which appliances you may not use in your room can be found in the Blue Book.

People who live out should have their addresses and phone numbers kept with the lodge; please fill out the contact information sheets provided. If you would like to get hold of someone living out, please leave them a note in their pigeon-hole (also located at the Porters' Lodge).



SECTION THREE

HCR MEETINGS





WHAT TO EXPECT

HCR meetings take place in a very friendly and informal setting, and are the easiest way of making sure you have your say in College matters. They are a fantastic way to make friends and get to know fellow Brasenostrils!

There is no pressure to speak up, but if you want to, they are a great way to refine your debating skills in a comfortable environment. Any member can submit a motion for discussion.

For examples of past motions, minutes of past meetings and motions can be made available upon request. If interested, please contact the HCR Secretary, James (hcr-secretary@bnc.ox.ac.uk).

Last but not least: Free pizza is often provided during these meetings!

HOW TO GET INVOLVED

Meetings take place at least twice a term, and are always well-advertised via email and social media notification beforehand.

As a member of the HCR, you are entitled to attend as many or as few meetings as you like. Even if you cannot make it on the day, voting for motions is performed online, so you can always have your say on the motions you care about.

Committee members are obliged to hear any problems you might have, and are always happy to do their best to resolve them.

If you would like the extra responsibility of a committee position yourself, why not run for office? Most elections are run at the end of Hilary Term, though elections for vacant positions can be held year-round and open positions will be advertised via e-mail. We all look forward to hearing from you!

SECTION FOUR

COLLEGE LIFE

The University of Oxford is something of a misnomer; Oxford is actually a federation of colleges that are largely self-governing. Thus, for graduates, life is a peculiar mix of college-centred and course-centred (for those on taught courses run by University faculties) or department-centred activities. On the college front, Brasenose HCR is well-known as a friendly, welcoming community. There are lots of chances to get involved in sport (rowing and lacrosse are especially popular!), music and drama (BNC stages its own ‘Arts Week’ in Trinity Term), and other social activities. There are also literally hundreds of clubs and societies, student publications, performing arts groups, etc. at the University level, offering something for everyone.



HALL MEALS



You will be informed and updated via e-mail as to how meals will be served in hall in light of COVID-19, including take-away options via a click-and-collect service and specific rules about seating. You may also refer to the [College's standing COVID-19 FAQ webpage](#).

Typically, breakfast, lunch and dinner are all provided during term time and are inexpensive. A good number of HCR members usually turn out for meals, especially lunches and Formal Halls, so this is a great way to get to know your fellow graduates. Meals commence on Monday of 0th Week and payment can be made using your University Card (usually called the 'Bod Card'), which you can revalue online using the payment system known as UPAY. Your Bod Card will be issued to you as a new student. In case a 'Click-and-Collect' system is used, meal payment would be completed online prior to collecting your food from a designated area outside Hall.

Hall menus for the week are typically posted on the [HCR](#) and [JCR websites](#), and outside of the hall. The details below refer to typical term time only; notices are posted in the lodge for vacation arrangements. Once again, there will be many changes this year to how dining runs in College due to COVID-19, but we will be sure to update you as regularly as possible and do not hesitate to reach out to College via the dedicated email if you have any concerns or something is unclear: covid@bnc.ox.ac.uk

BREAKFAST

Usually 8:00 am to 9:00 am (Monday - Friday), Saturday and Sunday: Brunch 11:00 am to 12:15 pm.

Breakfast is cafeteria-style, with cereal or fruit juice and toast, tea and coffee. Cooked breakfasts are slightly more expensive but still reasonable. Brunch on the weekends is excellent value; you will really appreciate the cheap prices, and college brunch is a weekly highlight for many students living around college and their friends!

LUNCH

Usually 12.30 am to 1.15 pm (Monday - Friday).

This is also cafeteria style (typical price is from £2.50-£3.50). Usually there is a choice of three main meals (including at least one vegetarian option), soup, rolls, salads and desserts. Lunch in hall is generally thought to be good value.

DINNER

Dinner in Oxford comes in two forms: informal hall held every night, or Formal Hall, held on Tuesdays, Fridays, and Sundays at BNC. Given COVID-19, formal dinners are very unlikely to be held at all in Michaelmas 2020 and potentially for the remainder of the academic year given health and safety concerns. Other colleges are likely to respect the same protocol and as such, exchange dinners wherein we host members of a college in return for attending a formal dinner at a different college will also be temporarily on hold.

Informal hall is usually served from 6.15 pm until 7.00 pm (unless there is formal hall after, then it is 5.45 pm - 6.15 pm) and is buffet style, paid for in the hall by swiping your card. Formal Hall is usually at 7.15 pm on Tuesdays and Fridays, and 7.30 on Sundays, and you are required to pay for it (and select a meal type) in advance online at <http://www.upay.co.uk/>.



Formal Hall is a three-course meal, and you must wear your gown. On Sunday kitchen also usually opens up the Medieval Kitchen as there are more people attending than normal, so do not forget to book your ticket early enough.

At Formal Hall, the College Grace is said in Latin by the Bible Clerk. White and red wines can be bought from the Bar, with prices starting at £5.00 per bottle. Only drinks bought in the Bar can be drunk in the Bar; wine bought from the Bar for drinking in the Hall can be brought back over to be finished in the Bar.

Formal Hall dinners are pre-booked and must be paid for online by 1.00 p.m. on the day of the dinner. Dinner costs approximately £5.91 and £10.00 for guests. You can invite up to 2 guests.

Various special dietary options are provided; however, you must specify which option you require when you book. If you have requested a special dietary, you should notify the kitchen staff upon entering hall—you will then be given a special card so that staff knows to whom to serve the dishes with dietary requirements. If your dietary requirements are not reflected in the options listed on UPAY, please email the Head Chef Lorraine Watkins well in advance of the formal dinner to discuss what is possible. The Kitchen at BNC is very skilled at creating something special!

Note: Bookings go up on UPAY at midnight a week before the meal, and often vanish quickly within a few days, so make sure to book well in advance. If you miss out on the time you want, there are often people selling tickets they can no longer use last minute, so watch out for those to avoid disappointment. The “Brasenose College Formal Hall Ticket Exchange” Facebook page is useful for just that: <http://goo.gl/wjX4rb>.

GERTIE'S

Given COVID-19, Gertie's will not be open during Michaelmas 2020.

Typical hours when open (Term time only): 09:30 am to 12:00 am and 12:30 am to 3:00 pm (Monday – Friday).

Gertie's is found at the bottom of Staircase XI, beyond the bar. It sells breakfasts, jacket potatoes, toasted sandwiches, tea, coffee, sweets, stationery (including College headed paper and envelopes), etc. If possible, you should try this place out within your first few days; its popularity is evident in the hordes of people usually to be found there. Gertie's is primarily an undergrad institution, but they will kindly make room for you too!



THE BAR

The Bar will be open in Michaelmas 2020 with a take-away service, bookable online and with a one-way system of traffic. Times are subject to change, but typically the bar is open Monday, Wednesday and Saturday: 7.00 pm to 11.00

pm, Tuesday and Friday: 6.30 pm to 11.00 pm, Sunday: 6.30 pm to 10.30 pm.



Found at the bottom of Staircase XI, it serves beers, lagers, ciders, stouts, soft drinks, coffee, crisps and chocolate. There is also a darts board, table football and a TV and games console. "DTB" (down the bar) is one of the most popular student watering holes in Oxford. The fact that it is split into the main area and several side rooms provides the option of a convivial pint or a quieter drink. For the first few days of term it is usually very full, but do not be put off. It is an excellent location to meet all members of the college.

SECTION FIVE

THE HCR:
History & Further
Particulars



Before the 1960s, there was little provision for graduate students in Oxford colleges, and although graduate degrees were offered, there were far fewer graduates than today. Brasenose was one of the first colleges to set aside facilities specifically for graduates. In most colleges the graduate body is called the Middle Common Room (MCR) or Graduate Common Room (GCR).



Brasenose's Hulme Common Room (HCR) is named after a 17th century benefactor who left the College property in Manchester. Little did he know that Manchester would develop into one of England's largest cities with office and residential space at a premium, and his descendants are probably cursing his generosity to this day! The HCR used to occupy the Old Cloisters (below the library) and was moved to where it is now (between Staircases III and IV) in 2004.

The HCR will, we hope, become the centre of your social life at Oxford. In past years, the HCR has developed a reputation for its strong sense of community, as well as for its crowded social calendar and Second Desserts in the Old Library.

Access to the HCR for Michaelmas 2020 and beyond is still being solidified to respect COVID-19 precautions, but College has confirmed that we will be able to make use of the space at reduced capacity, 24/7. Usually the HCR is accessible 24 hours a day and you can find graduates in the HCR at any hour of the day, but mostly at meal-times – it is a great place to come for lunch, a cup of tea or coffee, or just to avoid going to the library! If we are granted use of the HCR space this year, it will most likely allow for a capped number of individuals at any given time so as to respect social distancing and increased cleaning protocols.

The HCR subscribes to a number of newspapers and magazines chosen at the beginning of each academic year. Please remember that the periodicals are for everyone's use, so be respectful and do not take them or use them for clippings. If you are interested in getting access to such periodicals but the HCR space is closed due to COVID-19, please contact the HCR Steward, Estella (hcr-steward@bnc.ox.ac.uk), to see if there are alternative online arrangements that can be made temporarily (if there is enough interest from the HCR as a whole).



Normally it is possible to use the HCR for a private gathering, but this must first be booked through the HCR President, and should not prevent other members from using the room. Once again, whether this will be possible will depend on the College's policy regarding the use of the HCR space this year.



The HCR has a kitchen regularly stocked by the HCR Steward and so please do help yourself to coffee, tea, hot chocolate, biscuits and toast, which are provided free of charge by the HCR. Since everything is shared and even more so in light of COVID-19, it is your responsibility to wash any glasses, cups and plates after use as well as surfaces.



The bulk of responsibility for keeping the HCR space clean is completely up to its members, and so we cannot stress enough the importance

of being mindful in order to keep it clean and pleasant for everyone. The HCR Steward and other HCR members work hard to keep this space clean, but this is really no one's job, so please respect that!

The HCR also owns two small fridges, mainly used by the HCR Committee to store milk and other things for social events. You can temporarily use the fridge for your own items, but please make sure they are labelled as otherwise they will be thrown out after some time!

HCR LOCKERS

The HCR is equipped with a set of 36 lockers, administered by the HCR Steward (hcr-steward@bnc.ox.ac.uk). Lockers are leased on a deposit basis, on completion of an application form. £10.00 is then charged for the lease to be completed by bank transfer to the HCR account; this amount will be refunded at the end of the rental period (one year or part thereof) by the Vice President/Treasurer, providing that none of the policy regulations have been contravened. Only locks supplied by the HCR may be used. Alien locks will be broken and the leasee fined against their deposit.

Members living out (i.e. not in College accommodation) have priority in the event of excess demand. An application form and a copy of the policy regulations will be distributed to all new members via email during 0th Week by the HCR Steward. The lockers are not very large, and certainly should not be used as secure lock-ups for the storage of valuables (the locks are adequate but far from unbreakable). They

are convenient for storing one's gown, odd papers and books or bits of clothing.

THE HCR COMMITTEE



The HCR is a democratically run institution. Elections are held every year at the end of Hilary Term (or when needed) and any full member, duly proposed and seconded, may stand for a position in the HCR Committee. We receive termly grants from College to cover the cost of events for all our members. The HCR has at least two regular general meetings each term, which all members are encouraged to attend. At the meetings, various motions proposed by HCR members are discussed. Afterwards the voting takes place online. [A copy of the HCR constitution](#) can be found on the HCR website.

The HCR Committee has a total of 23 members, with 12 elected officers and 11 representatives to support the work and report to the officers.

The officer roles include: the President, the Vice President/Treasurer, the Vice-President/Secretary, the Domestic Officer, the Steward, three Social Secretaries, two Welfare Officers, an Equalities and Diversity Officer and an Arts Officer.

The representative roles are as follows: Student Union (SU) Representative, Fresher's Representative, Charities Representative, Library Representative, Sports Representative, IT Representative, Environmental Representative, Garden Party Representative, Wine & Cheese Representative (Victualler), Women's Representative, BAME Representative, and LGBTQ+ Representative.

The President exercises general supervision of HCR affairs as chief executive officer, and presides as chair at general meetings.

One of the highlights of the social calendar is 'Blurbs,' which takes place twice a term and is organised by the President. 'Blurbs' consist of two twenty-minute talks given by a graduate student and a fellow each, and are designed to be accessible to non-specialists. After the talks, graduates usually join the fellows for high-table quality dinner in Hall, followed by desserts in the HCR. 'Blurbs' are a great way to meet other graduates and to get to know the Principal and other college fellows. Please note that the 'Blurbs' in Michaelmas 2020 will be virtual events.

The Vice President (Treasurer) is in charge of all administration of the HCR's finances. This involves managing the accounts, paying all the bills, drafting a termly budget and posting financial statements.

The Vice-President (Secretary) is in charge of dealing with administrative matters, such as notices and minutes of general meetings. The President, Treasurer and Secretary represent the HCR on various College committees and

have regular meetings with the Principal, Senior Tutor, Tutor for Graduates, Bursar etc.

The Domestic Officer is primarily responsible for all domestic matters concerning College facilities, and College catering. As the liaison between the Domestic Bursary and the graduate student body, the Domestic Representative represents HCR interests, so please do speak to them if you have any concerns related to these areas. Termly Guest Dinners are also normally arranged by the Domestic Representative to which HCR members are entitled to bring friends from outside of College, but they may not be possible for some time given COVID-19. The Domestic Officer also organizes the annual room ballot to decide accommodation for returning graduate students.

The Steward is in charge of kitchen supplies (sugar, coffee, tea, etc.). The Steward also hosts 'Steward's Tea' afternoons twice a term, when HCR members are invited to drop by for coffee, cakes and conversation! Responsibility for the general facilities of the kitchen and main lounge area also falls within this role. The Steward further administers the locker scheme.

Please note that it is up to the members of the HCR and not just the Committee to ensure that the HCR is kept reasonably tidy!

The Social Secretaries are in charge of social events and drafting the termly social calendar ('Term Card') in consultation with the rest of the Committee. Suggestions and input from all HCR members are very welcome. The HCR is normally a very active place, with a rich social calendar. Events usually include exchange dinners with other colleges, games nights, cock-

tail parties, pub crawls, garden parties. Social gatherings will not be able to take their regular form with large numbers as long as COVID-19 persists, but our Social Secretaries will ensure that there will be many alternative opportunities for socialising.

The Welfare Officers are co-responsible for your well-being during your time at Brasenose, along with Peer Supporters and other members of the College Office. They are available for confidential consultation with all members of the HCR for any welfare concerns that they may have. You are of course free to reach out to you feel comfortable speaking to and the Welfare Officers will point you in the right direction, within College and throughout the wide University. The Welfare Officers are also responsible for organising welfare-related events such as yoga sessions, welfare tea, and welfare campaigns on a variety of themes such as sleep hygiene. Welfare Officers are Peer Support trained.

The Equalities & Diversity (E & D) Officer is concerned with building an inclusive community within the HCR as well as Brasenose and serve as a point of contact for these matters. They coordinate all efforts regarding access, equality and diversity in cooperation with the Women's, BAME and LGBTQ+ Reps, including organising workshops and attending the Equalities and Diversity Committee on behalf of the whole HCR.

The Arts Officer is responsible for organising arts-related events both within and outside of College. Past events have included museum tours in Oxford, pottery and calligraphy work-

shops, book clubs, and visits to Stratford or London to see plays or attend exhibitions, and much more!

The Student Union (Oxford SU) Representative is responsible for fostering the HCR's relationship with the Oxford SU and keeping members informed about any relevant motions and campaigns the SU puts forth to support student life at the University.

The Fresher's Representative organizes all things related to Fresher's Week to welcome new members, including overseeing events, managing the College Parent/Family scheme, and being the first student-level port-of-call for new 'nostrils!

The Charities Representative oversees all matters related to donations and volunteer work. We hope to inaugurate an auction event this year wherein all proceeds will be given to a charity voted for by the HCR. The Charities Rep supports efforts to encourage relationships between local organizations and the HCR (as well as College at large) dedicated to causes such as mental health awareness, BLM/BAME initiatives, challenging relationship abuse, promoting cultural diversity and community job-growth. Do reach out if there are organisations you think the HCR should support (we try to keep it local :)).

The Library Representative liaises with the College Library by attending meetings and shares related updates with the HCR. If there's ever a book you're interested in, get in touch!

The Sports Representative works with the JCR Sports Rep to keep the HCR updated on

all sporting activities and groups in College. They also manage the HCR stash order so you can rep the BNC black n' gold year-round.

The IT Representative maintains the HCR mailing lists and website, and can advise HCR members on University/College IT issues.

The Environmental Representative oversees all matters in the HCR related to sustainability and the environment and works with the Steward and College to make our community more sustainable. They are your point of contact for all matters related to 'going green.'

The Garden Party Representative is in charge of organizing the Garden Party in Trinity Term, a once a year bash held on College Quads that typically includes live entertainment and delightful refreshment and libations. Leaving Oxford without the experience of an English Garden Party would be a shame!

The Wine & Cheese Representative (Victualler) supports the Domestic Officer and Social Secretaries, primarily in providing for Second Desserts, and organizes wine tastings. They keep a running record of all wine drunk at the HCR and are happy to talk all things wining and dining if you ever need a recommendation or pairing suggestion!

The LGBTQ+ Representative works closely with the Equalities & Diversity Officer, and helps to provide an inclusive space for all LGBTQ+ students alongside being available for confidential support and discussion. The LGBTQ+ Representative also organises social events including college exchanges open to

everyone.

The Women's Representative works closely with the Equalities & Diversity Officer and is responsible for representing everyone identifying as female in our HCR. is your point of contact for all related matters. The Women's rep is also an ally and source of support for trans- and gender-non conforming inclusivity and can direct you to resources both within and outside the University.

The BAME (Black, Asian, and Minority Ethnic) Representative works closely with the Equalities and Diversity Officer to serve as a specific point of contact for the welfare of racial minorities within the HCR. They also liaise with contacts dedicated to matters of racial equality, inclusivity, and identity both in College and the wider University.

In addition to the above HCR Committee roles, there are several additional positions held by graduate members of the college, namely:

The Junior Deans are graduate members who have been appointed by the College as prefect or resident advisor, and support the Dean in disciplinary and student welfare matters. For example, they must ensure that the Bar is cleared after closing time, and close down any illegal parties (all gatherings of ten or more junior members must be approved by the Dean).

Please remember that the Junior Deans are graduate students like the rest of us, and deserve the same respect as any of us. Little sympathy will be given if you are abusive toward them or ignore their requests in any way.



THE HCR COMMITTEE 2020/21



President:

Jennifer Herrmann

hcr-president@bnc.ox.ac.uk



Vice-President (Treasurer):

Ivan Shchapov

hcr-treasurer@bnc.ox.ac.uk



Vice-President (Secretary):

James Ashford

hcr-secretary@bnc.ox.ac.uk



Social Secretary:

Lampros Bisdounis

hcr-socialsecretary@bnc.ox.ac.uk



Social Secretary:

Helene Borrmann

hcr-socialsecretary@bnc.ox.ac.uk



Social Secretary:

Cyril Deroy

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Welfare Officer:

Alexia Faus-Onbargi

hcr-welfare@bnc.ox.ac.uk



Welfare Officer:

Christian Norton

hcr-welfare@bnc.ox.ac.uk



Steward:

Estella Kessler

hcr-steward@bnc.ox.ac.uk



Equalities & Diversity Officer:

Beverlyne Nyamemba

hcr-diversity@bnc.ox.ac.uk



Arts Officer:

Linqing Zhu

hcr-arts@bnc.ox.ac.uk



Fresher's Rep:

Aneyn M. O'Grady

hcr-freshers@bnc.ox.ac.uk



Women's Rep:

Manal Bougazzoul

hcr-women@bnc.ox.ac.uk



LGBTQ+ Rep:

Benjamin Singer

hcr-lgbt@bnc.ox.ac.uk



Environmental Rep:

Laura Warmuth

hcr-environment@bnc.ox.ac.uk



Charities Rep:

Franziska Putz

hcr-charities@bnc.ox.ac.uk

SECTION SIX

ACADEMIC
FACILITIES



LIBRARIES

Brasenose has two excellent libraries which members can usually access 24/7 using their fob: the main College Library and the Stallybrass Memorial Law Library. There are collections in all subject areas covered by the College. Changed policies regarding the use of the libraries in light of COVID-19 will need to be respected for the academic year 2020-21 (e.g., booking slots, use of face-coverings, respecting physical distancing) and will be updated regularly. Also be sure to reference the informational document prepared by the BNC Librarians for post-graduates that can be found [here](#).

The main College Library is at the top of Staircase VII (on the left as you leave Old Quad), the staircase past the Stocker Room and across from Lecture Room VII. The upper floor of the Greenland Library, known for many years as the Main Library, has recently been renamed the Del Favero Reading Room.



Beneath the Del Favero Reading Room linked by a spiral staircase sits the recently completed Smith Reading Room. It is accessible via the glass ground floor entrance on the Deer Park by using your fob. In addition to the books shelved in this amazing old cloister, there are desks (some height adjustable) equipped with power and USB ports, a cosy casual seating area, and a collaborative study room containing a large iBoard tablet for student use.

Finally, a printer/photocopier is accessible via the back stairs accessible once you are on the upper floor of the Library, along with books on study skills, VSI and welfare shelved beside it.

The Stallybrass Memorial Law Library is next to New Stairs and is the domain of the College's lawyers. It has most of the law books that you will need and entry is also by fob. Non-lawyers have been known to enter and survive.

Books can be taken out for a term by scanning the barcode on your Bod Card and then the barcode in the book. The SOLO online sys-

tem found on the University library website is an excellent resource to find listings of books available in the library. The number and quality of books for each subject varies, but do not forget the availability of numerous faculty libraries, college libraries, and, of course, the greater Bodleian network. If you have trouble finding a book, just ask the very friendly librarian Liz Kay, who will no doubt provide a comprehensive induction to college library services. The HCR normally has its own Library Rep who liaises with the Library on behalf of the graduate body, a role you volunteer for if you find that you love working with the BNC collection.



COMPUTING

The College Computer Room is in the basement of Staircase XV. You can enter using a code obtainable at the lodge. It is equipped with several PCs with numerous applications (including the essential Windows and MS Word), and a laser printer. There are also three PCs, a printer (paper is supplied), and a scanner in the HCR, but access to these will be de-

pendent on College policy for use of the HCR space due to COVID-19.

North American students may find that there are fewer public computers than they are used to at home. Many graduate students bring their own computers, and overseas students should check about the appropriate electrical conversion and, if necessary, invest in a good adaptor.

For any computer issues contact the staff at the BNC computing office (computer.office@bnc.ox.ac.uk), who are happy to help with problems and will undertake minor repairs for free! Alternatively, the university IT services on Banbury Road charge a small fee for services, but they are still cheaper than any of the private shops around the city.

SECTION SEVEN

EXTRACURRICULAR
ACTIVITIES & SUPPORT



SPORTS

Brasenose has a great sporting tradition and reputation, and HCR members have played a significant role.



Rowing is the most popular sport at Oxford - over a third of Oxford students row at some point in their time here. Brasenose has one of the finest and oldest boat clubs in Oxford, and usually distinguishes itself in several categories.



The College Boathouse is on the side of the river closest to the city which is accessed by a short walk through Christ Church Meadows. It is the fifth one and shared with Exeter College. There are three college rowing competitions each year including the famous “bumps” and the “beer eights”. Rowing is not only good for one’s fitness levels but a lot of fun and a good way to meet other people.

The Sports Ground is down Abingdon Road, on the other side of the river, ten minutes from college. It has 3 hard tennis courts (and 8 grass courts in the summer), rugby, football, hockey and cricket pitches. College teams play against other colleges in League and “Cuppers” competitions. In 2016, for example, the HCR Football team won Men’s “Cuppers”, and in 2014, the College Rugby team won the Rugby Sevens tournament.

The HCR is also equipped with a brand-new set for Croquet which you can enjoy playing during summer on the New Quad lawn. Also, in Trinity Term the JCR runs a punt hire scheme that HCR members can join.

College sport is accessible to players of all abilities. Jointly formed by JCR and HCR members, first teams for major sports tend to be of a high standard and “Cuppers” are usually taken quite seriously, if only to show that Brasenose is a force to be reckoned with.

If you represent the University at any major sport against Cambridge you win what is known as a “Blue”, which used to be as much a passport to a lucrative job as a first class degree. In recent years HCR members have won Blues in Basketball, Football, Lacrosse, Hockey, Water Polo, Rowing and Rugby.

It is worth joining up for anything you are interested in at the BNC Freshers’ Fair, even if you have never played before. Get involved and have some fun!

MUSIC



You do not have to be a sporty type to enjoy life at Brasenose. The College has an active choir (probably the best non-auditioning one in Oxford!) and the more musically-minded often put on concerts. Given COVID-19 and UK government regulations, many choirs have had to move online for rehearsal and performance due to concerns over transmission. College will communicate any upcoming performances and opportunities to join the Choir via the 'Music at Brasenose' newsletter and the Chaplain.

There are also two practice rooms at Frewin (keys are available from the lodge), and you can usually book the piano or organ in the chapel via the lodge (other instruments can also be practised in the chapel). Access to the practice rooms is subject to College COVID-19 policies and as such may be limited as compared to previous years.

The College Music Society organises lunchtime concerts in the chapel as well as other events including performances during the summer arts festival; if you play anything or are interested, get involved! Talk to the Director of Music, Christian Wilson (christian.wilson@bnc.

hcr-arts@bnc.ox.ac.uk), or the HCR Arts Officer (hcr-arts@bnc.ox.ac.uk). if you are interested. Once again, programming this year will be different because of COVID-19, but the rich presence of music at BNC will be sure to continue.

THE CHAPEL

The College Chaplain is Rev Julia Baldwin. Please note that the Chaplain plays a key role in College Welfare, especially in their oversight of the Junior Deans, and as such they are available to speak to any member of the College, of any (or no) religious persuasion.



Because of their approachability, the Chaplain can be a great source of help on a wide range of issues. They are assisted in chapel by the Bible Clerk, who normally says the Latin Grace at Formal Hall. You will receive a term card giving details of services and chapel events in your pigeon-hole at the beginning of each term. Look out for notices outside the lodge, too.

There is a College Eucharist on Tuesdays when students have the opportunity to preach, Holy Communion on Sundays at 8.00 am and Morning Prayers every day during term time. The

Chapel Choir is friendly and relaxed, and has a weekly practice on Thursdays and Sundays, the latter is usually followed by an evening service, wine and dinner. There is also a Catholic service in the Chapel once a term. For details contact the Chaplain, the Bible Clerk or the Senior Organ Scholar.



RACIAL/ETHNIC DIVERSITY

Policy Advisor (Race Equality, Religion and Belief):

Dr. Machilu Zimba

Email: machilu.zimba@admin.ox.ac.uk

Tel.: 01865 289936

Brasenose is committed to maintaining a supportive and inclusive community and as such, discrimination and offensive acts will not be tolerated. Racist language or behaviour constitutes a serious offence against College discipline and all reported incidents will be investigated. We highly encourage you to read [BNC's Equality and Diversity Policy](#).

Dr. Machilu Zimba, who identifies as Black, serves as a harassment advisor to Brasenose students as part of the larger University Harassment Advisor Network and can be contacted directly and confidentially. The Harassment Advisor Network is tied to the [University's Equality and Diversity Unit](#). The HCR also has an Equalities and Diversity Officer who is here to support you and discuss any issues or concerns related to race, diversity and access. You can learn more about the University's effort to promote racial equality [here](#). If you are interested in the study of race, [The Race and Resistance programme](#) run by TORCH (The Oxford Research Centre in the Humanities) is another community at Oxford that brings together researchers, students, and activists.

Additional programs worth researching include:

- Race and Resistance – <https://bit.ly/2C4IzL4>
- Campaign for Racial Awareness and Equality (CRAE) - <https://bit.ly/37qXE5C>
- Uncomfortable Oxford - <https://bit.ly/2AxIzTQ>

WOMEN IN BRASENOSE

Advisor to Women Students, Dr. Anne Edwards

Email: anne.edwards@bnc.ox.ac.uk

Dr. Edwards is the Advisor to Women Students, as well as Harassment Officer, Disability Officer and Chair of BNC's Equality and Diversity Committee.

University-wide Women's events/campaigns are usually advertised on College notice boards and also on the Notice Board in the HCR.

It is important to note that the College has a code of practice for dealing with cases of sexual harassment and takes such issues very seriously. Naturally, we hope that the procedure never has to be used, but if anything does go wrong, it can be dealt with properly. Any concerns can be brought up with the Women's Affairs Officer or the Chaplain. Dr Edwards is also the Disabilities Officer and Harassment Officer for the College.

Anyone wanting to get involved in Oxford SU Women's Committee Meetings should contact the Oxford SU VP Women at vpwomen@ousu.org. Look out for other University-wide women's groups/societies at the Freshers' Fair.

LGBTQ+ STUDENTS IN OXFORD



The Oxford University LGBTQ+ Society is the largest higher education LGBTQ+ society in the country, with a wide range of events ranging from tea parties to speaker meetings to chocolate fondue parties! Events are generally well-attended and contact details can be found on their website: www.oulgbtq.org.

Within the HCR, the LGBTQ+ Rep and our Welfare Officers are also a great resource. More information on Transgender and Gender Identity can be found [here](#). New environments can be lonely and intimidating, but it need not be that way. We hope you will find a culture of open-mindedness at BNC and Oxford in general that encourages and supports everyone to be themselves.

SECTION EIGHT

ADMINISTRATION/
STUDENT LIFE



THE FINANCE BURSARY

The Finance Bursary (bursary@bnc.ox.ac.uk) should be contacted for:

- Paying batels (termly invoices to students) and addressing any queries about them.
- Getting help with student funding/support issues.

Keep in mind that while you are expected to pay your batels on time, nobody wants you to suffer. If you are experiencing financial difficulty, get in touch with the finance bursary sooner rather than later.

THE DOMESTIC BURSARY

The Domestic Bursar (domestic.bursar@bnc.ox.ac.uk) should be contacted for:

- Asking about vacation residence.
- All concerns or questions regarding the College's COVID-19 policies, however these should be directed to the dedicated email in the first instance: covid@bnc.ox.ac.uk

The Accommodation Manager should be contacted for:

- Raising any issues or concerns regarding College accommodation.
- Enquiring about the availability of rooms, including requesting a room for a guest.

THE COLLEGE OFFICE

The College Office (college.office@bnc.ox.ac.uk) should be contacted for:

- Enquiring about examination entries.
- Obtaining a proof of residence and enrolment at Brasenose.
- Booking graduation.
- Asking any general questions about College.

NOTICE BOARDS

There are many notice boards around College, mainly at the bottom of staircases, as well as in the lodge and HCR. Electronic screens are also used in the lodge to provide news and other information.

IN THE LODGE

Here you will find sports and event notices, lists of people living out, meal menus, and news about major College events, room numbers and Daily Information.

OUTSIDE THE LODGE

You will find University events advertised here. There are the Academic Notice Board (messages from tutors, exam information, etc.), the Decanal Notice Board (matters relating to discipline), the Bursarial Notice Board, and blackboards with urgent messages on them.

If you want to put up a poster in the lodge or gatehouse, ask the porters first (it is advisable to be armed with drawing pins).

THE PORTERS' LODGE

Open 24 hours a day, this is a very busy part of College and run by the porters (NOT the bag-carrying sort!). They are a great team and worth befriending at an early stage. Do get to know them! Access to the Lodge will be restricted given COVID-19 precautions, however the porters will be able to assist you in collecting your mail/parcels. A roped-off area will be designated for a queue to enter the Lodge.

PIGEON-HOLES

The Lodge is where you will find your pigeon-hole, which you will share with one other person. Mail (internal and external) is delivered daily, so check your pigeon-hole regularly, especially in the first few weeks. As part of COVID-19 precautions, only 1 student will be allowed to enter at a time to check their pigeon-hole.

Parcel chits are placed in the lettered slots adjacent to the pigeon-holes. Hand the parcel chit in to the porter to receive your parcel.

Students are advised against leaving money for another student in their pigeon-hole. Instead you should leave the money with the porters and inform the recipient.

MESSENGER POST

Also known as “pigeon post” or “internal mail”, this allows you to send mail anywhere in the University system - people in other colleges, Oxford SU, faculty libraries, Cherwell, etc... It takes about a day for delivery and is emptied

twice a day. Club notices require a nominal payment of 3p, but otherwise the service is free.

TUTORS' PIGEON-HOLES

To hand in work for a tutor or to contact them, give the note/essay to the porters, who will put it in the correct pigeon-hole behind the porter's desk.

ROYAL MAIL POST BOX

This is just outside the lodge in the wall by the main entrance and is emptied at 11.30 am and 4.30 pm (Monday to Friday). There is also one near the Sheldonian, and near the intersection of Hollywell and Longwall.

TELEPHONES

There is one pay phone and two internal phones. The latter can be used to call anywhere for free within the University system, e.g. other colleges' lodges to leave messages, departments, etc. Ask the porters who have a directory of all the numbers on the University system. If you are dialling internally, you must leave the '2' off the front of the number.

THE PORTERS

The porters' job is to help keep the College running smoothly, and they can be very helpful if you have any enquiries. They can also, however, act as disciplinarians and send you to the Dean if you are misbehaving, so it is wise to stay on their good side.

BATELS

“Batels” is another name for an invoice or your termly bill. On it you will find:

- College and University fees if you are self-funded.
- The rent charged for your room.
- The College standard charge which covers college expenses, including the staffing costs.
- The cost of any events, dinners, etc. which you might have signed up for. Some HCR events are charged for in this way.
- Additional charges - St. Cross Key Insurance, etc.
- Heating charges for St. Cross.

Batels are issued at the beginning of each term, mailed to you, and must be paid within two weeks. If you have any problems paying them, it is wise to tell the Bursary as soon as possible, who are quite good at deferring payment if necessary. Please speak to the College Accountant (college.accountant@bnc.ox.ac.uk), if you have any problems with your batels and payments. Overdue payment of batels without having informed the Bursary is a finable offense. Also, not paying your batels is the easiest way to get yourself “rusticated” - i.e. told to leave College until you have paid up. You have been warned!

UPAY

UPay is the online system by which you can pay batels, top up the balance on your Bod Card to pay for meals and book College events (including formal dinners). Meal payment will likely be complemented by a click-and-collect

system to replace tapping your Bod Card on card readers located in Hall.

At the beginning of Michaelmas Term (if not earlier) you will receive an e-mail containing your login details to enable you to set up your UPay account. Upon leaving Brasenose, you will be able to close your UPay account and be refunded the remaining available balance.

COLLEGE FUNDS

Oxford is an expensive place to live. After London it is the most expensive city in England, probably due to the hordes of tourists who invade the place throughout the year and push prices up. Having said that, most people manage to get by without too many problems.

If you are hard up, remember you are not alone, and there are a number of support systems in place! In addition, there are several funds to support your research projects.

ACCESS FUND

The Lodge is where you will find your pigeon-hole, which you will share with one other person. Mail (internal and external) is delivered daily, so check your pigeon-hole regularly, especially in the first few weeks.

Parcel chits are placed in the lettered slots adjacent to the pigeon-holes. Hand the parcel chit in to the porter to receive your parcel.

Students are advised against leaving money for another student in their pigeon-hole. Instead you should leave the money with the porters

and inform the recipient.

GRADUATE RESEARCH ALLOWANCES

The College awards research grants to graduate students for research-related expenses such as attendance at relevant conferences, research trips, and the purchase of books or equipment to support their research. At the moment, graduates on a one-year course may apply for up to £150, graduates on a two-year course may apply for an amount of up to £300 during the course of their degree, and DPhil students have an allowance of up to £650 during the course of their degree.

2nd year BM students can apply for up to £200 in their first year, and up to £150 in their 2nd year, towards the costs of medical equipment and books, and may apply for up to £1,000 towards the cost of their clinical elective.

Please contact the College Office to obtain the application form for a Graduate Research Grant.

COLLEGE GRANTS/STUDENT HARSHIP FUND

The College Accountant is the College's Hardship Officer and can be contacted for advice in cases of unexpected financial difficulty.

ANNUAL FUND/TRAVEL GRANTS

These grants are awarded by the College to students who demonstrate shortfall in funding for

significant academic projects, most often for research projects. Regarding the annual fund, you will receive information from the Senior Tutor and applications are usually to be submitted at the beginning of each term.

SPORTS FUND

The Amalgamated Sports Fund covers some expenses incurred by students representing the College in sport competitions, such as competition entries, transport, kit, etc. During the year you will be informed about the application procedures and the expenses you can claim back.

BRAZEN ARTS FUND



An arts-oriented equivalent of the Sports Fund - £5,000 available to support arts activities within College, or to help fund individual artistic activities outside College. Past grants have been made to support common room productions, cover speaker fees, and to help students with expenses incurred in taking a show to the Edinburgh Fringe Festival or performing in the OUDS tour of Japan. The fund is overseen by both the JCR Arts Rep and the HCR Arts Officer, from whom more information is available about applying.

SECTION NINE

WELFARE



University and College welfare aim to cover all types of situations—academic and personal—so that help is there if and when you should need it. Brasenose is a friendly, communal and fun place to be, however the pressures of being an Oxford student can sometimes take a toll; there may be times when you feel lonely. If and when these instances arise, please remember the HCR has a Welfare team ready to support you and that the wider College and University have an array of welfare services and provisions at your disposal. Click [here](#) to learn about BNC support for students with a disability or special need.

HCR Welfare also organises bi-weekly fitness classes (time and place to be decided in 0th Week), as well as termly welfare events and information sessions on a variety of topics.

IN-COLLEGE HELP

No problem need be suffered in silence. If you feel that you cannot approach a friend, supervisor or tutor, never hesitate to go and see one of the following:

YOUR COLLEGE ADVISOR

This is the College fellow allocated to you (not your supervisor or subject tutor) who will treat your problem confidentially and refer you to the appropriate contacts, if need be, or just provide a listening ear. It is important to note that these advisors are not just for ‘serious’ problems. They can help you with any queries (personal or work-related) and are always ready to have a chat. You can also contact one of the tutors on the panel of undergraduate advisors (a

list of their names is on the Principal’s Notice Board in the Lodge).

THE TUTOR FOR GRADUATES *Professor Owen Lewis*

Professor Owen Lewis is available for graduates to consult over academic, financial or other problems.

THE ADVISOR TO WOMEN STUDENTS *Dr. Anne Edwards*

Dr. Anne Edwards provides advice and support on any problem for female-identifying College members. She can usually be contacted in her room, or by making an appointment via her pigeon-hole.

HARASSMENT ADVISOR TO BRASENOSE STUDENTS *Dr. Machilu Zimba*

Dr. Machilu Zimba serves as harassment advisor to all Brasenose students and sits on Brasenose’s Equalities & Diversity Committee. Dr. Zimba is a team member of the University’s Unit on Equality and Diversity as Policy Advisor on Race Equality, Religion and Belief.

THE COLLEGE CHAPLAIN REVEREND *Rev Julia Baldwin*

Although the Chaplain is a Church of England minister, their responsibility is to provide pastoral care to all members of the College. Do not be put off if you are not a Christian, as Rev Baldwin is well placed to help with general is-

sues although she will obviously give religious advice to anyone who wants it.

HCR OFFICERS

The HCR Committee members will also be able to help you with most of the problems small or large which you may encounter during your time at Brasenose. They can often be found around College or in the HCR, or can be contacted via email or their pigeonholes. Even if they cannot help you themselves, they can certainly point you in the right direction or get you the information that you need. They are all very approachable and willing to help in any way possible, so do not hesitate to get in touch.

PEER SUPPORTERS

Peer Supporters are trained by the University's Counselling Service and offer confidential support to anyone, about any issue. There are Peer Supporters in both the JCR and HCR, available for a chat at your convenience. Contact details can be found on the HCR noticeboards or can be obtained through the HCR Welfare Officers.

THE HARASSMENT CODE

This is designed to deal with cases both of student-student and staff-student harassment. The code defines what constitutes harassment and there is a panel of tutors who will handle complaints in a sympathetic manner. There is also a code of practice for everyone involved to follow in dealing with any incident. The code applies to incidents both between those of the opposite sexes and between those of the same

sex. It is important to remember that incidents of harassment are very rare and the code is there to make them easier to deal with if they do happen. See the Blue Book for further details.

OUT-OF-COLLEGE HELP

There are many other (all fully confidential) organisations in Oxford providing help and support for undergraduates and graduates. The following are University-wide bodies:

THE UNIVERSITY COUNSELLING SERVICE

This is a University-run service staffed with professionally trained female and male counsellors, psychotherapists, clinical and counselling psychologists, and a psychiatrist. Appointments can be made by phone (270300) or by email counselling@admin.ox.ac.uk (located at 3 Wellington Square, OX1 2BX). Reception is open (during term time Weeks 0 – 9): Monday to Friday, 09.00 am – 05.00 pm.

Please note that as a part of COVID-19 precautions, all counselling appointments are currently via video call (or, if this is not possible for you, by text chat or phone). More information about individual counselling can be found here.

OXFORD UNIVERSITY STUDENT UNION (OXFORD SU)

The SU Student Advice Team offers free, independent, confidential support service to students – contact them at advice@oxfordsu.ox.ac.uk or come along to their drop-in sessions.

They can be found at the Oxford SU offices, 4 Worcester Street, or phone 01865 288452 during office hours.

NIGHTLINE

This is a listening service run by students for students. It is located in Wellington Square, and is open from 08.00 pm to 08.00 am every night, Week 0 to Week 9 - call 01865 270270 or contact them online at oxfordnightline.org.

THE ISIS CENTRE

An NHS counselling service, located in Little Clarendon Street. It can be reached by phone at 56648. Open: 09.00 am to 05.00 pm (Tuesday to Friday). 10.30 – 05.00 pm on Monday.

SAMARITANS

60 Magdalen Road, phone 116 123 for their helpline (reverse charges accepted). Open: 24 hours/day. This is a national body of well-trained listeners. They can also be contacted via email (response time 24h) at jo@samaritans.org and have a [self-help app](#) to track how you are feeling and receive suggestions for self-care and coping. Their website can be found here.

OXFORD SEXUAL ASSAULT AND RAPE CRISIS CENTRE (OSARCC)

The Oxford Sexual Assault and Rape Crisis Centre is a charitable organization, which provides listening services, informational resources, and support groups for survivors of sexual violence who self-identify as women. OSARCC

employs the Independent Sexual Violence Advisor (ISVA) who exclusively sees University of Oxford students, but they are still independent from the University. The ISVA can be contacted by email at oxforduniisva@osarcc.org.uk or by phone at 01865 725311. For OSARCC appointments, referrals and enquiries, please also call 01865 725311 or email admin@osarcc.org.uk.

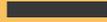
For helpline support and a confidential listening space, you can:

- Call 0800 783 6294 Monday 06.30 – 09.00 pm
- Text on 07537 432 442 Thursday 06:30 – 08:30 pm and Sunday 06:30 – 08:30 pm
- Email support@osarcc.org.uk (Response time 7 days or sooner)



SECTION TEN

HEALTH



COVID-19

The University has prepared [a set of web pages on COVID-19](#) with a specific section on [Health and Well-being](#). Please consult the University's [Face Coverings policy](#) that requires the wearing of face coverings upon entering all University and College buildings (with some exceptions) as well as maintaining 2m physical distancing. All students will be asked to sign the [COVID-19 Student Responsibility Agreement](#).

The College has also developed a set of policies specific to Brasenose [accessible here](#), including a [Face Coverings Policy](#). There you can find information on College precautions and protocols for [students who need to quarantine](#) and/or [self-isolate](#). If you are experiencing symptoms, you must inform College immediately. General health information can be found on the College Website [here](#).

THE COLLEGE DOCTORS

As a student of the University of Oxford, you have access to NHS services, will be issued an NHS number, and will be registered with the College doctors, **Dr Leaver & Partners**. They are located at the Jericho Health Centre, Walton Street, Oxford, OX2 6NW (Tel: 01865 311234).

To complete registration, please have on-hand any relevant medical details, especially the name and address from which your medical records can be obtained. The Nurse has prepared

an [informational document accessible here](#) that provides an overview of how the doctors can assist you as well as a [Fresher's letter](#), a general document on the [transition to university life](#) and an overview of [the Nurse's role](#).

All doctors are very friendly, approachable and experienced in dealing with students' problems. Appointments to see them can be made by telephone, visiting the Jericho Health Centre, or through the College Nurse. Although all students will be covered by the National Health Service, overseas students may wish to maintain their current private insurance coverage, as the waiting lists for treatment (particularly sports-related injuries) can be longer than one may be accustomed to. Private insurance can shorten or eliminate any waiting period.

THE COLLEGE NURSE

The College Nurse is Lauren Doran. She is the first person to approach if you are ill or in need of dental emergency advice. Her surgery is on the right as you go into Staircase XII in the basement and she runs a Drop-In Clinic during Term Time (no appointment necessary, although you can schedule one via email). You can reach her at college.nurse@bnc.ox.ac.uk or by phone, during office hours, at 07818 068641. Consultations might run differently in light of COVID-19, so make sure to check the relevant policies.

Opening Hours for the Clinic are as follows (but may be subject to change so please do check back regularly):

Mon: 08.30 am – 01.30 pm

Tues: 08.00 am – 10.00 am

Wed: 03.00 pm – 04.30 pm

Thurs: 03.00 pm – 04.30 pm

Fri: 08.00 am – 10.00 am

DENTIST

Studental Dental Care Oxford is an NHS-run service available to all students in Oxford, based at Oxford Brookes, Headington Hill Campus. They can accommodate urgent appointments within 24 – 48 hrs notice. The initial fee is £22.70 for an examination. They can be contacted via phone: 01865 689997.



SECTION ELEVEN

SAFETY

PERSONAL

Attacks in Oxford are a problem and female students can obtain a personal emergency alarm from the JCR Women's Officer. The alarms are the JCR's property and must be returned at the end of your course. They are also available on a sign-out basis from the Bursary on payment of a deposit. Be wary of walking on your own anywhere at night (even just down Brasenose Lane); there are various University bus and walk services.



YOUR PROPERTY

The cosy atmosphere of College can easily lull one into a false sense of security, but you should be aware that thefts do happen. Always lock your door and close your windows (especially if you are on the ground floor), even if you are only popping out for a few minutes. If anything does go missing, report it immediately to the lodge (if you find any 'lost' property lying around, the best thing is to hand it in to the porters).

Your room contents are not covered by the College's insurance, but College does offer coverage through Endsleigh. You are open to shop around for better rates and policies.

The College also charges students for the replacement of lost keys. The keys for the rooms in the College annexes are extremely expensive to replace as all the locks in a room cluster have to be changed.

SECTION TWELVE

DISCIPLINE

THE BLUE BOOK

All those coming up to BNC are strongly advised to read the Blue Book of College rules and regulations, and retain it for easy reference in the future. It contains a lot of important and useful information, and the College goes to considerable lengths to ensure that it is readable and comprehensive.

FIRE PRECAUTIONS

St. Cross and Hollybush Row are fully equipped with the most up-to-date fire alarm system, including a detector in every room. Fire extinguishers are also located at various points. Misuse of fire equipment results in a considerable fine and/or SENDING DOWN.

The fire alarm (in College) is tested every Friday at 10.00 am (no need to evacuate College on this occasion!). Notices are posted in St. Cross and Hollybush Row about test times there.

OFFICIALS

The Dean: Dr Mark Wilson

The Junior Deans: Charlotte Lee, Mimi Lu, & Arnaud Petit

The Dean is responsible for discipline in College. Penalties for misconduct, e.g. drunken behaviour, vandalism include:

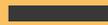
- Fines
- Exclusion from the College - apart from attendance of tutorials
- Rustication - expulsion for a period
- Sending down - permanent expulsion

Any member of the College has the right of appeal to the Governing Body against any serious penalty (i.e. one involving sending down or rustication for a term or more) imposed by the Dean.

If you are asked to report to the Dean, remember that decanal hours are limited. Previously they have been 08.40 am to 09.00 am (punishment in itself!). The Decanal Notice Board is outside the lodge.

SECTION THIRTEEN

GLOSSARY



OXFORD TERM TIMES

The first thing you must know about Oxford jargon is the names of the terms. These are:

Michaelmas. The first term, October to December.

Hilary. The second term, January to March.

Trinity. The third term, April to June.

Every term is eight weeks long, with the weeks numbered so that you will see something announced as being on Tuesday of 3rd Week, for example. The weeks start on Sunday and end on Saturday. The week before 1st Week is known as 0th Week, and the week after 8th Week is 9th Week (simple really).

ABBREVIATIONS

You will find the following in constant use:

ATBH. At the Boat House. Rowers and anyone watching Torpids and Summer Eights will run into this one.

BNC. The most common way to refer to Brasenose.

DB. Domestic Bursar (and by extension his/her office as a whole), deals with College domestic administration.

DTB. Down the Bar.

DTG. Down the (sports) Ground. Our sports ground is off of Abingdon Road.

HCR. The Hulme Common Room, Brasenose's Graduate Common room. Most colleges call their graduate common room the Middle Common Room (MCR) or Graduate Common Room (GCR), so don't get confused. The words "HCR," "SCR" and "JCR" can all be used to refer both to the people who belong to these common rooms and the rooms themselves.

ITL. In the Lodge.

JCR. The Junior Common Room, which is composed of both undergraduates and graduates. You will automatically be a member of the JCR. It is primarily run by and for undergraduates, however. The current JCR President is Sarah Berwick.

KA. The King's Arms. A pub on the corner of Catte Street and Holywell. Keep an eye out for Hugh Grant here!

Oxford SU. Oxford University Student Union deals with University-wide student issues which are mostly welfare or finance-related, although it has recently been doing some work on the curriculum and the organization of courses. There is a graduate committee of Oxford SU which deals with graduate issues.

RSL. Radcliffe Science Library. This is the science part of the Bodleian.

SCR. The Senior Common Room. All the tutors and dons are members.

Tute. Short for "tutorial" - an hour-long class with your tutor.

OTHER OXFORD/BRASNOSE WORDS & PHRASES

Batels. Your termly college bill.

Boat Race. Oxford racing Cambridge on the River Thames. Usually a very popular and controversial event!

Bodleian. (often called “the Bod”) the main University library which is one of only two copyright libraries in Britain. This means that it has the right to a copy of every book, which is ever published in Britain. You will be sworn in as a member of this prestigious institution at Matriculation at the end of 1st Week.

Bod Card. The colloquial name for your university card. Technically, the card that gives you borrowing (and, in many cases, entry) privileges at the Bodleian Library and many departmental or college libraries around Oxford. It is also informally considered your main “student ID” from Oxford, because no other body issues such an identification. It carries a digitised photograph, in colour, which you provide on a form that is sent to the college before your arrival. Make sure not to staple over your head, or it will stay on the picture!

Bop. Oxford-speak for a disco, “rave” or raucous party. Often themed around such things as ‘World Domination,’ ‘Welcome to the Jungle’ or ‘Alice in Wonderland,’ bops are known for cheap drinks, cheesy music and questionable dancing. It’s safe to say that there’s a bop for every occasion, and every occasion seems to demand a bop!

Black tie. This is a formal dress code requiring gents to wear dinner jackets and bow ties. Suits and normal ties are not appropriate. Ladies should wear a cocktail dress or something similar. Depending on the type of event, a gown may also be required.

Blurbs. A series of informal evening talks hosted by the HCR, in which a member of the HCR and SCR each present their particular research pitched to a general audience, so it is better to go to the topics which you know less about. Well worth going to!

Collections. These are tests set for students at the start of each term to test them on the work done the previous term. You will probably only face these if you are doing a second BA.

Come up, Go Down, Sent Down. These are quaint expressions still widely used to mean joining the university, and finishing at Oxford (hence “coming up” to Oxford in October of your first term). An unpleasant variant on the second is when someone is “sent down,” meaning that they have been expelled. Remember: everywhere else in the entire universe is down from Oxford (that includes the North Pole, Mount Everest, and most certainly Cambridge).

Daily Information/ Daily Info. An information sheet which comes out daily in term time listing events, cinema showing times, gigs, exhibitions, plays taking place that day. If you want to get something put in it yourself, just phone them. It is displayed in the lodge and the HCR. During the vacations it often reduces itself to Weekly Information. It is also available on the web at <http://www.dailyinfo.co.uk>.

Crew date. When sports clubs from one college 'date' another college's club. These 'dates' usually take place in Bombay's or Jamal's and are known to get quite rowdy! Be careful not to get your curry pennied!

Dean and Junior Deans. They deal with discipline and general supervision of College social events. The Junior Deans are usually three graduates who make sure that College rules are enforced, especially after the Bar shuts at night, but are also available for welfare matters at a peer level.

Entz. Short for entertainment, i.e. bops, raves, quiz nights etc.

Exchange dinners. The HCR typically organises three exchange dinners per term you can sign up for (places allocated via ballot) for a fun night at formal in another college and the chance to meet new people. These are on pause for the foreseeable future as the CV-19 situation evolves.

Fob. This electronic key allows you access into college (after hours), the HCR, the college library, and St. Cross Annexe (if you live there).

Formal hall. Formal 3 course dinners provided by colleges. Brasenose has formals on Tuesdays, Fridays and Sundays. These must be booked in advance, on Upay, or the machine in the Porters' Lodge. Wear your gown over regular clothes to Brasenose formals. Non-college members shouldn't wear gowns. Wine is not provided but if you want to bring your own, it must be bought in the college bar.

Frewin Annexe. The Brasenose annexe off New

Inn Hall Street and St. Michael's Street (just behind the Oxford Union). It used to be the graduate annexe but is now used for second and third year undergraduates. There are two erg machines and a table tennis table there, as well as music practice rooms. The undercroft can be hired for parties.

Governing Body. These are the meetings at which all the fellows of the College meet to discuss important College issues three times a term. Not all those with SCR rights have a vote at Governing Body (for example, the Chaplain and certain temporary lecturers). If you request College funding, for example to attend a conference, the Governing Body must approve it.

Gown. Not something produced by Versace or Vivienne Westwood, but a rather unflattering piece of black cloth you have to wear for Formal Hall, Principal's Collections, University exams, and some other occasions. Graduates wear a graduate gown or, if they are reading for higher degrees, they are allowed to wear the appropriate gown for whatever degree they already hold. Check the Blue Book or the University Decrees and Regulations (or "Grey Book") for details. Both are available online, on the College and University websites respectively. Gowns can be bought in shops in the city centre such as Shepherd & Woodward's.

High Table. The table at the head of the dining hall where the fellows are fed incredibly good food. A few graduates (the HCR President and some Senior Scholars) have limited High Table dining rights as well. All graduates have the right to dine once a year, but space is limited. Living in/living out. You live in if you live in

College accommodation (i.e. the main College site, St. Cross or Hollybush). You live out if you do not. Those living out must give their address to the lodge. Remember to still check your pidge for important mail even if you live out.

Lounge suit. A slightly more informal dress code, gents should wear regular suits and ties. Ladies should wear something equivalent.

Matriculation. This is the procedure by which you formally become a member of the University. The Vice-Chancellor welcomes you to the University, says a few words in Latin, and that's that. You must wear Sub-Fusc for this.



Mods, Prelims. These are the exams that students taking BAs have to take and pass usually towards the end of their first year (sometimes later, sometimes earlier in certain subjects). In some subjects they are called Honours Moderations (Mods) and in others the Preliminary Examination (Prelims) - the difference being that Mods results are classified in classes, while

Prelims are not. People doing second BAs are usually allowed to skip Mods/Prelims and go straight to the second year.

Oxford Union. The Union is a debating society which also provides speaker meetings, parties, balls and lots of other entertainment. Members have access to the Union building which has a very popular bar, the Re-Union night club, a library, restaurant and many other facilities. Not to be confused with Oxford SU, which plays the role of representing students to the University and providing rather less glamorous, but ultimately more important, services to all students. Membership of the Union is fairly expensive (£270 plus for three years) and so opinion is divided on whether it is really worth it. Before paying, go along to some of the free events in the first two weeks of term and talk to some old cynics who paid up and now wish they hadn't! It should be noted, however, that the deal for International students is better, including lifetime membership.

Pidge. Your college post box, situated in the Porter's

Lodge. You will share this with another person. Graduate pidges are on the left hand side at the back of the lodge. Check the little square boxes with the correct initial if you are expecting a parcel, then you will need to sign for it.

Pigeon post. Another name for the University internal mail system.

Principal's Collections. These take place once a year in Hilary for first- and second-year graduates and in Trinity for third-years and beyond.

Graduate students have 'Principal's Collections' once a year. You will be required to meet with your College Advisor, the Tutor for Graduates and the Principal to discuss your supervisor's reports. You must be prompt and it is optional to wear your gown (but you don't need to dress up).

Punts. Flat-bottomed boats propelled using a long pole. They seat five and the JCR hires three or four on a permanent basis during Trinity Term. HCR members can opt in to the scheme to use the punts whenever they want. The HCR also hires one punt for the summer vacation and members can sign up to the scheme (usually it costs £10-20 for the summer). Punting is one of the highlights of summer in Oxford.

Rustication. Another quaint expression meaning to be required to take time off from your studies, usually for a year and usually for academic or disciplinary reasons.

Scouts. These are College staff who clean your room and empty your bin. If you do not want to be disturbed in the morning, leave your bin outside your door.

Second Desserts. This is commonly used misnomer in BNC used to describe the desserts provided by the HCR after formal hall (correctly, they are simply "desserts"). These occur after exchange dinners, graduate dinners, guest dinners and Blurbs. They include copious amounts of port, chocolates, nuts, and a fine selection of cheeses.

Sub-Fusc. This is a traditional form of dress, worn for Matriculation, University exams,

graduation and if you ever have to make a formal visit to the Proctors. Subfusc for men is a dark suit, white shirt, white bow tie and black shoes and socks. For women, you need a dark skirt or trousers, white blouse, black tie, and black shoes and stockings. Finally, everyone wears their gown and carries their mortarboard, but women have the option of wearing cloth caps. Details of the type of gown can be found in the Blue Book. Note that it is sometimes possible to buy a second-hand gown, so do ask when you go to buy one (there are a few shops that sell them - you should be receiving information on them).

Torpid. An annual competition where college boat crews compete with each other. The aim is to 'bump' the boat in front of you. This is called Summer Eights in Trinity.

Varsity trip. A university ski-trip in Michaelmas term, joint with Cambridge. If you love skiing and partying all night long with thousands of other students, then this is for you!

UPay. This is an electronic system whereby you can top up your bod card meal balance, and book college formal dinners. Sign up online when you get to Oxford and sign up for formals in advance, spaces go quickly!

White tie. This dress code is for the most formal of occasions, which in Oxford would mostly be commemoration balls. Men should wear black tailcoats, white waistcoats, white starched collared shirts and white bow ties. Ladies should wear ball gowns.

SECTION FOURTEEN

and finally...

International students will receive information on special orientation programmes. It is recommended that you attend, even if you do not end up staying for the entire day.

It will also be necessary to open a bank account. Do so as soon as possible. There may be waiting lists or limited days to open accounts. All the banks have special student accounts, which generally have free overdrafts and no monthly fee, although graduate students are ineligible for some of the promotions offered by banks to undergraduates (i.e. no free money!). If you are concerned about special issues - e.g. the amount of time needed to clear a cheque in a foreign currency, or wire transfers - ask before you sign on the dotted line, and do shop around. The four major banks are Barclays, Lloyd's, National Westminster (NatWest) and HSBC. The Co-op Bank specializes in providing ethical investment and banking.

Access to Oxford is fairly easy by road and rail, although at the moment the coach system is definitely the best option, providing value for money and reliability. The main company is The Oxford Tube that runs frequent buses be-

tween Oxford and central London (the Oxford Tube tends to offer yearly passes at high discount at the Oxford SU Fresher's Fair).



The Oxford Bus Company also runs shuttle buses to London Gatwick Airport (every hour) and London Heathrow (every half hour during the daytime) direct to Oxford City Central. More information can be found at www.oxfordbus.co.uk. Luton and Stansted are also regularly serviced by coach. All of these bus services drop you at Gloucester Green bus station, which is extremely central, with a nearby taxi rank for those with a lot of luggage. Once here, you may find it more convenient to catch them near the intersection of Queen's Lane and High Street. Remember that the address of the Annexe is Number 10 St Cross Road if using a cab.

The Heathrow bus takes a little over an hour and the Gatwick bus two hours. If you arrive at either airport you should be able to find information without too much trouble - but remember to have some cash ready!

Every effort has been made to ensure that everything that should be in this guide is, and that it is accurate. If, however, there are any mistakes or omissions we are very sorry. The Blue Book, or College information booklet for junior members, is continuously being revised so there may be some discrepancies between it and what is written here. If there are, then the Blue Book is the definitive truth and overrides the guide! A programme of introductory HCR events is planned for Week 0 and you will be alerted to any significant changes then.



We all look forward to meeting you and please remember that we are available if you need us. Have a great summer and all the best during your time in Oxford. We all look forward to seeing you in October!

IMPORTANT CONTACTS

THAMES VALLEY POLICE

Emergency Tel. 999.

Non-emergency Tel. 101

UNIVERSITY SECURITY SERVICE

Emergency Tel. 01865 289999

Non-emergency Tel. 01865 272944

COLLEGE CONTACTS

General Enquiries: The Lodge

head.porter@bnc.ox.ac.uk

Tel. 01865 277830

College Office

college.office@bnc.ox.ac.uk

Admissions Officer

admissions@bnc.ox.ac.uk

Bursar

bursar@bnc.ox.ac.uk

Accommodation Manager

accommodation@bnc.ox.ac.uk

IT Office

computer.office@bnc.ox.ac.uk

Library

library@bnc.ox.ac.uk

HCR KEY CONTACTS

President: Jennifer (Jenni) Herrmann

hcr-president@bnc.ox.ac.uk

Vice-President (Treasurer): Ivan Shchapov

hcr-treasurer@bnc.ox.ac.uk

Vice-President (Secretary): James Ashford

hcr-secretary@bnc.ox.ac.uk

Social Secretaries: Lampros Bisdounis, Helene

Borrmann, & Cyril Deroy

hcr-social@bnc.ox.ac.uk

Steward: Estella Kessler

hcr-steward@bnc.ox.ac.uk

Welfare Officers: Alexia Faus-Onbargi &

Christian Norton

hcr-welfare@bnc.ox.ac.uk

Equalities & Diversity Officer: Beverlyne

(Bev) Nyamemba

hcr-diversity@bnc.ox.ac.uk

Fresher's Rep: Aneyn M. O'Grady
hcr-freshers@bnc.ox.ac.uk

Women's Representative: Manal Bougazzoul
hcr-women@bnc.ox.ac.uk

LGBTQ+ Representative: Ben Singer
hcr-lgbt@bnc.ox.ac.uk

BAME Representative: *Vacant* (please contact the E & D Officer)
hcr-bame@bnc.ox.ac.uk

Arts Officer: Linqing (Lin) Zhu
hcr-arts@bnc.ox.ac.uk

Domestic Representative: *Vacant* (account currently managed by Steward)
hcr-domestic@bnc.ox.ac.uk

IT Representative: *Vacant* (account currently managed by HCR Secretary)
hcr-itrep@bnc.ox.ac.uk

HCR Website: brasenosehcr.org

HCR Incoming Students Facebook Group:
facebook.com/groups/HCRFreshers2020

HCR Facebook Group: Brasenose College HCR
www.facebook.com/groups/243579102332070

HCR Facebook Official Page:
<https://www.facebook.com/pages/Brasenose-College-HCR/1694624774091815>

HCR Twitter: @BNCHCR

For Meme Lovers: <https://www.facebook.com/hcrmemers/>

For a full list, please refer to the [HCR Website](http://brasenosehcr.org) and "Blue Book."

